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## FIRE CAPTAIN

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### **DEFINITION**

Under administrative supervision, plans, organizes and supervises the protection of public safety, health and welfare by responding to fire, emergency medical and hazardous materials incidents calls for service; coordinates suppression, prevention and investigation activities; supervises fire station and apparatus.

### **SUPERVISION EXERCISED**

Supervises subordinate personnel on assigned shift.

### **EXAMPLES OF DUTIES**

*Duties may include but are not limited to:*

Supervise personnel responding to fire calls for service, attaching hose lines, locating hydrants, directing water stream or chemicals to fire, setting up ladders; operating pumps at proper pressures, evaluating adequacy of water system and supply; maintaining radio contact with dispatch and other units.

Supervise personnel engaged in fire prevention and investigation.

Supervise fire extinguishment, ventilation, rescue, clean up and salvage work.

Supervise personnel responding to emergency medical calls for service, ensuring compliance with State and local protocols in treatment of sick and injured persons and administration of First Aid, CPR and other emergency medical procedures.

Maintain inventory of emergency medical supplies and equipment.

Participate in and supervise inspection, cleaning and maintenance of fire facilities, equipment and apparatus assuring pristine condition; maintain vehicle and equipment records.

Perform a variety of mechanical, plumbing, carpentry repair work to maintain fire station, tools, equipment and apparatus.

Train, supervise, evaluate and motivate subordinate personnel.

Conduct and supervise inspections of commercial and industrial buildings enforcing fire codes and ordinances; identify fire hazards and issue notices of correction.

Participate in company inspections and training activities; conduct tours of station facilities and other public relations activities; present fire prevention programs.

Complete reports, input data and maintain departmental records; prepare a variety of reports related to training, responses to calls for service, daily logs and injuries.

Assist and cooperate with other public safety agencies.

Perform related duties as assigned.

### **KNOWLEDGE, ABILITIES AND SKILLS**

#### *Knowledge of:*

Federal, State, and local laws and radio communications procedures.

City's geography and that of the surrounding area.

Fire prevention and inspection methods, fire hazards and techniques used in educational fire prevention programs.

Fire Code and fire/arson investigation techniques.

Basic fire hydraulics and principals of driving and aerial operations.

Public safety agencies as related to fire and emergency medical services functions.

Principles and practices of employee training, supervision, evaluation and motivation.

#### *Ability and Skill to:*

Read and understand technical material, rules and regulations related to firefighting, rescue techniques and emergency medical incidents.

Compute engine and nozzle pressures.

Ability to operate aerial ladder and safely drive all department apparatus.

Read electrical, gas, water and propane valves.



Perform a variety of repair duties such as painting, plumbing, mechanical and related work.

Analyze emergency situations and address with an effective course of action.

Train, supervise, evaluate and motivate subordinate personnel.

Tactfully interact with members of the public.

Safely operate and use fire vehicles and equipment.

Work in a team and disciplined environment.

Communicate clearly both orally and in writing.

### **QUALIFICATIONS**

AA/AS in fire science and four (4) years municipal firefighting experience. BA/BS highly desirable.

### **LICENSE OR CERTIFICATE**

Valid Class A, B or Firefighter's Class C License with firefighter endorsement and good driving record; EMT-I and CPR certification; State Certification as Fire Officer.

### **ESSENTIAL JOB FUNCTIONS/A.D.A.**

Ability to operate computer, calculator, telephone, portable radio, copying machine and equipment used in fire suppression and emergency medical services

Ability to understand and respond to the public's and staff's requests for assistance both on the phone and in person

Ability to prepare reports, perform mathematical calculations and sort/file documents

Ability to sit, stand, walk for two hours at a time and engage in fire suppression activities

Ability to work outdoors in all weather conditions including hot with extreme sun exposure, cold and wet

Ability to lift, drag or pull up to 150 pounds



Ability to climb, stoop, bend, reach, twist, squat, grasp, run, jump, kneel and lift, drag and pull heavy objects.

Ability to get from one location to another in the course of doing business

